



SPRING GROVE CEMETERY TRUSTEES MINUTES July 24, 2014

Present: Jack Bigelow, William Canane, Richard Amsterdam, Sandra Dearborn
Also present: Paul Sanborn, Superintendent of Parks & Grounds, Forestry
James Koulouris, Jeffrey Page, Carolyn Page

Meeting called to order at 6:32 PM

Boy Scout James Koulouris sat in on the meeting and took his own set of meeting notes for a Boy Scout badge project he is working on.

Eagle Scout Bridge Project at Woodbridge-Jenkins Cemetery - Recap

- Jeffrey Page gave the following stats:
 - 307 hours went into the bridge project, not including the planning time
 - 400 hours went into the bridge project, including the planning time
 - 40 People helped with the project
 - There are three trusses under the bridge
- Jeffrey brought photos of the completed bridge project for discussion and added that Mr. Bob Decelle will be making a sign to be posted at the bridge and that Ms. Charlotte Lyons, Historian for South Church, would like to arrange for a ribbon cutting ceremony to take place at the project site in September.
- Jack will be writing a letter to Jeffrey thanking him for the bridge and Jack believes the Town Manager will be doing the same.

Cemetery Signage

- The Trustees would like the sign at the main entrance of the cemetery replaced. It was discussed that specs will be needed for replacing the sign panel only, to be used with the existing posts.
- Sandra raised the concern that some of the path signs are missing. She would like any that are missing replaced.

Previous Minutes

- Sandra moved to approve the summary notes of the May 13th Cemetery site walk. Richard seconded the motion. Summary notes were approved with no changes.

Financials

- Cemetery revenue sheets for April, May and June were distributed and reviewed. The perpetual care account will be discussed at the September meeting.

Staff report

- Paul told the Trustees that he had a staff of four working in the cemetery for the summer months. In addition to the two permanent, full-time staff members, there are a full-time and a part-time seasonal worker.

- Paul also told the Trustees that he had purchased a PermaGreen ride-on spreader, which the staff has been using at the cemetery. It is helping with weed eradication and the grass, which has been seeded recently, is looking very good right now. Another seeding is scheduled for August 15th.
- Paul explained that storm damage due to the July 3rd Hurricane Arthur and the July 15th straight winds storm left debris widespread throughout the cemetery. The debris is being cleared, and Paul stated that in general, there will be a program of sweeping through the cemetery on Fridays to have it in the best possible condition for the weekends.
- Hedge trimming is underway, at least one day a week, at this time.
- There were questions about how the Town will be handling a new hire after the contractor's time has concluded in November. They wanted to know if there will be a permanent position starting up at that time. It is unknown at this time.

Cemetery Deeds

The following deed transactions were discussed:

- A request for the Town to buy back a lot was approved by the Trustees.
- A request for the Town to buy back another lot was not approved by the Trustees because it had been sold by the original owner to another party. This practice goes against the cemetery by-laws.
- A cemetery deed legal dispute between two family members was discussed briefly. The Town has been contacted by an Attorney for a copy of a deed in question in the dispute.

Cemetery GIS and Public Access

For the September meeting the Trustees would like the following:

- A proposal sent from AppGeo for the public-facing website, including costs for start-up, maintenance and a time-line for setting it up.
- Their respective log-in information for the cemetery GIS site.

Meeting adjourned at 7:51pm.

Next meeting will take place on Tuesday, September 9, 2014.